

Skip Navigation

STAFFING REPORTS ADMIN LOGOUT

CBP Minneapolis Hiring Center 

Current Vacancy

Vacancy 955497 

Preview

New Save Copy Delete Cancel

<b>Vacancy</b>	<b>Announcement Number</b> MHCMP-955497-IC	<b>USAJOBS Contr</b> 350970500
<b>Assessments</b>		
<b>Announcement</b>	<input checked="" type="checkbox"/> <b>Complete</b> <input checked="" type="checkbox"/> <b>Release to USAJOBS</b> Update USAJOBS	<b>Last Released</b> 9/6/2013 6:46:58 /
Announcement	Print	
Assignments		
Specialty/Grade		
Locations	Supervisory Status: No <b>Customs &amp; Border Protection (CBP): Securing America's Borders</b> Do you desire to protect American interests and secure our Nation while building a meaningful and rewarding career? If so, the Department of Homeland components work collectively to prevent terrorism, secure borders, enforce and administer immigration laws, safeguard cyberspace and ensure resiliency of this mission is achieved by a diverse workforce spanning hundreds of occupations. Make an impact; join DHS. Discover a challenging and rewarding career in CBP, the sole organization responsible for securing the nation's borders. At U.S. Customs and Border P <ul style="list-style-type: none"><li>• Screen passengers, vehicles, and shipments entering our country</li><li>• Seize illegal narcotics, vehicles, and agricultural products</li><li>• Prevent unauthorized entry into the country</li><li>• Rescue individuals who fall into dangerous conditions traversing our border</li></ul> For more information about CBP's mission, activities, and careers, please see <a href="http://www.cbp.gov">http://www.cbp.gov</a> . This position will allow you to use your expertise in managing and overseeing various programs which have an agency-wide and government-wide in to direct programs that strengthen the Department's ability to perform homeland security. This position starts at a salary of \$123,758.00.	
Templates	<b>Who May Apply:</b> Current U.S. Customs and Border Protection employees with competitive status. <ul style="list-style-type: none"><li>• For definitions of terms found in this announcement, please see <a href="http://www.dhs.gov/xabout/careers/gc_1303762131481.shtm">http://www.dhs.gov/xabout/careers/gc_1303762131481.shtm</a>.</li></ul> <b>Organizational Location:</b> This position is located within U.S. Customs and Border Protection, Office of Field Operations, Cargo and Conveyance Security Washington, D.C.. One or more selections may be made using this job opportunity announcement.	
Overview	Relocation Authorized: No	
Duties	You must be a U.S. Citizen to apply for this position You may be required to pass a background investigation and/or polygraph Males born after 12/31/1959 must be registered with Selective Service You may be required to pass initial and random drug testing You must meet firearms requirements  In this Supervisory CBP Officer (Program Manager) position you will become a key member of a team of Homeland Security professionals managing programs. Typical work assignments include: <ul style="list-style-type: none"><li>• Determining the goals and objectives of the program; assuring their implementation by subordinate organizations and operating units; developing me recommendations for program improvement; and managing all resources.</li><li>• Managing organizational changes as well as changes to the content of the program; identifying and resolving unique issues where no policy exists at new needs and/or issues.</li><li>• Serving as a representative of and advocate for the program in dealings with high-ranking officials in other Federal agencies, top-level managers in tl and committees.</li><li>• Overseeing the planning, direction, and timely execution of the program or program segments through subordinate organizational units.</li></ul> <b>GS-15:</b> You qualify at the GS-15 level if you possess one year of specialized experience including managing or directing major components of program administrative work or directing the development of nationwide policy and program initiatives . You must: <ul style="list-style-type: none"><li>• Meet all qualification requirements, subject to verification at any stage of the application process; and</li><li>• Meet all applicable Time in Grade requirements (current Federal employees must have served 52 weeks at the next lower grade or equivalent grade September 12, 2013.</li></ul> If you are not a current GS-1895, and you are selected, you will have to meet the following medical/physical standards: <b>Physical and Medical Requirements:</b> Because the duties of the position are of a strenuous nature and require a high degree of interaction and resiliency and successfully pass our medical screening process. We will schedule, provide and pay for the required basic medical examination. For more information, go to: <a href="http://www.cbp.gov/xp/cgov/careers/customs_careers/officer/tentatively_selected/">http://www.cbp.gov/xp/cgov/careers/customs_careers/officer/tentatively_selected/</a> <b>Physical Fitness Screening:</b> Due to the strenuous nature of the CBP Officer duties and the associated training programs, fitness tests have been developed for candidates for CBP Officer positions. Candidates will be required to pass 2 pre-employment fitness tests. For more information, go to: <a href="http://www.cbp.gov/xp/cgov/careers/customs_careers/officer/cbp_officer/">www.cbp.gov/xp/cgov/careers/customs_careers/officer/cbp_officer/</a> <b>Firearms Requirement:</b> You will be required to carry a firearm and maintain firearm proficiency. Any person who has been convicted of a misdemeanor that lawfully possess a firearm or ammunition. You will be required to certify whether you have ever been convicted of such an offense. False or fraudulent statements may result in fine or imprisonment.	
Qualifications/Evaluation		
How to Apply		
Benefits/Other		
Questionnaire		
Preview		
<b>Applicants</b>		
<b>Referral</b>		
<b>4 Case File Docs</b>		

**Supervisory Probationary Period:** You may be required to serve an 18 month probationary period upon appointment and complete a supervisory assignment.

**Uniform:** This position requires you to wear an officially-approved uniform while in a duty status.

**Physical and Environmental Conditions:** The work environment includes offices, aircraft operation areas, airline passenger and cargo areas, and may be required in snow, rain, or extreme heat. Occasional periods of outdoor work may be required in remote areas with no modern comfort facilities, chemicals, pesticides and fumigants. Protective clothing may be required such as hard hats, gloves, goggles, hearing protection, and respirators.

**Travel:** You will be required to travel frequently.

**Basic Training:** You may be required to attend approximately 15 weeks of training at the CBP Academy at FLETC. Candidates selected for certain weeks of Spanish language training.

**Data Systems:** You will be required to maintain access to all data systems necessary for duty execution.

**Shift Work/Overtime:** You will be required to work on a shift and rotational basis and perform substantial amounts of overtime.

**Motor Vehicle Operation:** You must possess a current valid State driver's license at the time of appointment.

We will review your resume and supporting documentation to ensure you meet the basic qualification requirements. If you meet the minimum qualification training will be rated using an online self-assessment questionnaire that is based on the competencies or knowledge, skills, and abilities listed below. You are based on your responses.

**Knowledge, Skills, Abilities and Other Characteristics (KSAOs):**

Candidates who meet the minimum qualification requirements are required to possess certain Knowledge, Skills, Abilities, or Other Characteristics (KSAOs) for the functions of this position. Candidates will be asked to demonstrate their attainment of these KSAOs in their resume. The KSAOs are:

- In-depth knowledge of law enforcement methods to include elements of search, detention and arrest.
  - In-depth knowledge of modern management techniques, methods, principles, and labor relations concepts.
  - Knowledge of financial management principles needed to secure appropriate funds, manage program budgets and track expenses.
  - Ability to identify strategies and implement programs which contribute to providing top quality service.
  - If you are best qualified, you may be referred to the hiring manager for consideration and may be called for an interview. To preview the job questionnaire, click on the "Job Questionnaire" link in the "Required Documents" section below.
- Agency Career Transition Assistance Program (CTAP) eligibility:** If you have never worked for the federal government, you are not CTAP eligible. OPM's Career Transition Resources website at: [http://www.opm.gov/Reduction In Force/employee\\_resources/ctap/Employee-Guideline\\_CTAP.asp#3](http://www.opm.gov/Reduction%20In%20Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3). If you are currently employed by the federal government, you must be rated at a minimum score of 85 for this position. In addition, you must submit the supporting documents listed in the "Required Documents" section below.

To begin your online application, click "**Apply Online**" to create a USAJOBS account and follow the prompts or log in to your existing account. Your application will include an assessment questionnaire, a resume, and any applicable and/or required supporting documentation. Please see the "Required Documents" section below for a list of required materials, including transcripts, must be in English.

We strongly encourage you to apply online. If you cannot apply online, you may fax your resume, assessment questionnaire, and supporting documents to the address below. Please include a copy of and document your responses to the assessment questionnaire [View Occupational Questionnaire](http://www.opm.gov/Reduction%20In%20Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3) using OPM Form 1203-FX [http://www.opm.gov/Reduction In Force/employee\\_resources/ctap/Employee-Guideline\\_CTAP.asp#3](http://www.opm.gov/Reduction%20In%20Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3) official fax cover sheet: <http://staffing.opm.gov/pdf/usascover.pdf>. Please include job opportunity announcement ID 955497 and provide your SSN, name, and address used when you filled out the questionnaire. If you have uploaded documents into your application, you do not need to fax those same documents.

**Applications and supporting documentation will not be accepted by mail or email.** The address below is for inquiries only. You may apply more than once to this position. The only one that will be used. **You must submit your resume, your online questionnaire, and any supporting documents by 11:59 Eastern Standard Time on 10/24/2016.**

- **Your resume:** A resume describing your job-related qualifications is required and will be used for the purpose of reviewing your qualifications and required when placed. Your resume must be in English and must include your job titles and a detailed description of your duties and the dates you should also contain your full name, address, phone number, email address, and your work schedule and salary.
- **Your responses to the job questionnaire** [View Occupational Questionnaire](http://www.opm.gov/Reduction%20In%20Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3)
- **Are you claiming special priority selection rights under the Agency Career Transition Assistance Program (CTAP)?** You must submit a self-assessment performance rating of record of at least fully successful or equivalent; an agency certification that you cannot be placed after injury compensation has been terminated; or a Military Department of National Guard Bureau notification that you are retired under 5 U.S.C. § 5524.
- **Veterans preference points are not applicable to Merit Promotion announcements.**
- You may be asked to provide a copy of your recent performance appraisal and/or incentive awards.

**It is your responsibility to verify that any information entered, uploaded, or faxed is received and is accurate.** Human Resources will not modify your application if the document is not legible, you will not be able to view it in your application and you must again upload or fax it by the closing date.

Once the job opportunity announcement has closed, we will assess your experience and training, identify the best qualified applicants, and refer those applicants for consideration and interviews. You will be notified by email after each of these steps has been completed. Stay informed of changes to your application by checking the "My USAJOBS" page at: <https://my.usajobs.gov/Account/NotificationSettings.aspx>. If you are referred, you will receive a final notification of the disposition of the announcement and a tentative job offer within 60 days after the close of the announcement. If you are selected, we may conduct a suitability/security background investigation.

DHS offers competitive starting salaries and an attractive benefits package, including: health insurance, Thrift Savings Plan (similar to a 401(k)), Flexible and long-term care insurance, Employee Assistance Program, personal leave days and paid federal holidays. Other benefits may include: flexible work schedules, transportation subsidies, uniform allowance, health and wellness programs, and fitness centers. DHS is committed to employee development and offers development opportunities. For more information, please go to [www.dhs.gov/careers](http://www.dhs.gov/careers) and select "Benefits".

Relocation expenses **will** be paid. To compare cost of living data, calculate mortgage scenarios, or gather information on communities and school districts, visit <http://www.relocationessentials.com/aff/lifecare/tools/salary/col.aspx>

Please view the video "Protecting America 24/7" to learn more about CBP's Office of Field Operations: <http://cbppaps.cbp.dhs.gov/ofo/2011/protectin>